

COMMERCE/CENSUS-6

System name:

Population Census Personal Service Records for 1910 and All Subsequent Decennial Censuses—
COMMERCE/CENSUS-6.

System location:

Bureau of the Census, National Processing Center, 1201 East 10th Street, Jeffersonville, Indiana 47132.

Categories of individuals covered by the system:

All persons ever counted during decennial censuses of population (1910 and all subsequent decennial censuses).

Categories of records in the system:

Name, address, relationship to head of household, age (at time of census) or month/year (depending on census year), marital status, occupation and limited education data, race of household members, and other similar characteristics as reported in each census.

Authority for maintenance of the system:

13 U.S.C. 8.

Purpose(s):

The 1910-1990 decennial census records are searched and official census transcripts of the results are provided to the named person(s), their heirs, or legal representatives, upon receipt of a signed Application for Search of Census Records (Form BC-600). Census transcripts provide proof of age for Social Security or other retirement benefits. They can also be used in making passport applications, to prove relationship in settling estate, in limited genealogy research or to satisfy other situations where a birth certificate or other legal documentation is needed but is not available.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses:

These records may be considered as statistical records pursuant to 5 U.S.C. 552(a), as they were originally collected for statistical purposes, and are now maintained to perform searches at the request of subject individual under procedures published in the 15 CFR part 50 and in accordance with 13 U.S.C. 8 to provide proof of age, citizenship, proof of relationship, and limited use for genealogical purposes.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Microform.

Retrievability:

Some census records are indexed by the SOUNDEx system--a numerical coding of the surname. The majority of census records are arranged on a geographic basis where the address must be known to determine which roll or microfilm contains the name(s) for which a search is requested.

Safeguards:

All employees are subject to the restrictions, penalties, and prohibitions of Title 13, U.S.C. Employees are also regularly advised of the regulations issued pursuant to Title 13, U.S.C. governing the confidentiality of the data. Details from confidential records can only be released to the named persons, their heirs, or legal representatives upon submission of a notarized transcript application. Individual records are confidential for 72 years (Title 44, USC 2108(b)).

Retention and disposal:

Records are retained indefinitely. Records are stored at the Census Bureau's National Processing Center in Jeffersonville, Indiana, and also are provided to the National Archives and Records Administration for permanent retention. Records stored at the National Archives and Records Administration are not made public for 72 years.

System manager(s) and address:

Associate Director for Economic Programs, Bureau of the Census, Federal Building 3, Washington, DC 20233.

Systems exempted from certain provisions of the act:

Pursuant to 5 U.S.C. 552a(k)(4) this system of records is exempt from the notification access and contest requirements of the agency procedures (under 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f)). This exemption is applicable as data are maintained by the Bureau of the Census as statistical records as required by Title 13, U.S. Code and are not used by the Bureau in whole or in part in making any determination about an identifiable individual. This exemption is made in accordance with the Department's rules which appear in 15 CFR part 4b.